**From:** Duncan, Tim <[tim.duncan2@redcross.org](mailto:tim.duncan2@redcross.org)>   
**Sent:** Friday, August 10, 2018 3:29 PM  
**To:** Rocco, Phyllis M <[phyllis.rocco@dhhs.nc.gov](mailto:phyllis.rocco@dhhs.nc.gov)>; Combs, Brian <[brian.combs@dhhs.nc.gov](mailto:brian.combs@dhhs.nc.gov)>; Grimm, Sophia N <[sophia.grimm@dhhs.nc.gov](mailto:sophia.grimm@dhhs.nc.gov)>  
**Cc:** Pulley, Wendy (NCEM) <[wendy.pulley@ncdps.gov](mailto:wendy.pulley@ncdps.gov)>; Combs, Brian <[brian.combs@dhhs.nc.gov](mailto:brian.combs@dhhs.nc.gov)>  
**Subject:** RE: [EXTERNAL] PHN General Population Shelter Job Description

Phyllis,

Please let your teams know that if they want to sign up for online courses, they should contact the Regional Health Services Lead to make sure the system is setup for them.  The alternative is to schedule a training class facilitated by a Red Cross nurse.

For Eastern North Carolina:  
Donna Dorsey, RN

(252) 864-7832

[Donna.Dorsey@redcross.org](mailto:Donna.Dorsey@redcross.org)

For Western North Carolina

Jody Pinion, RN

(704) 301-4586

[jody.pinion@redcross.org](mailto:jody.pinion@redcross.org)

Ellen Bacon, RN

(704) 641-0915

[ellen.bacon2@redcross.org](mailto:ellen.bacon2@redcross.org)

Thanks for all you do.

Tim

**From:** Rocco, Phyllis M <[phyllis.rocco@dhhs.nc.gov](mailto:phyllis.rocco@dhhs.nc.gov)>   
**Sent:** Friday, August 10, 2018 3:06 PM  
**To:** Combs, Brian <[brian.combs@dhhs.nc.gov](mailto:brian.combs@dhhs.nc.gov)>; Grimm, Sophia N <[sophia.grimm@dhhs.nc.gov](mailto:sophia.grimm@dhhs.nc.gov)>; Duncan, Tim <[tim.duncan2@redcross.org](mailto:tim.duncan2@redcross.org)>  
**Cc:** Pulley, Wendy (NCEM) <[wendy.pulley@ncdps.gov](mailto:wendy.pulley@ncdps.gov)>; Combs, Brian <[brian.combs@dhhs.nc.gov](mailto:brian.combs@dhhs.nc.gov)>  
**Subject:** [EXTERNAL] PHN General Population Shelter Job Description

I sent this out earlier today to all local public health. Thanks for all you help.  Please share as appropriate. pmr

**Phyllis Mangum Rocco, MPH, BSN, RN**

Branch Head

Division of Public Health, Local Technical Assistance and Training Branch &

Public Health Nursing and Professional Development Unit

N.C. Department of Health and Human Services

919-707-5131   office

919-870-4833    fax

[Phyllis.rocco@dhhs.nc.gov](mailto:Phyllis.rocco@dhhs.nc.gov)

5605 Six Forks Road

1916 Mail Service Center

Raleigh, NC, 27699-1916



*Email correspondence to and from this address is subject to the*

*North Carolina Public Records Law and may be disclosed to third parties.*

Dear Local Public Health Nursing Leaders and Public Health Nurses:

Attached you will find a job description describing the roles and duties of a RN serving in a General Population Disaster Shelter in NC.  Our unit, Public Health Nursing and Professional Development (PHNPDU), the Office of Public Health Preparedness and Response (PHP&R), and the American Red Cross (ARC) have worked together to develop this job description to help PHNs and their leadership better understand what to expect when serving in shelters whether in their home county or in another county.  We hope having this job description will help clarify the roles for PHNs, so they can make informed choices about volunteering for deployment outside their home county.

Medical malpractice should be a consideration for each deployment outside of your home county.  If your home county is participating in the Chubb policy provided by the Snowden Company, your coverage is automatically following you in this situation.   If your county does not participate, please check with your provider and confirm that this is the same with other carriers.  My guess is that it is covered as part of your duties as a PHN.

Additionally, I have attached training opportunities provided through the ARC with instructions on how to access the trainings and a PowerPoint presentation developed by Ms. Springer regarding conducting a “cot to cot assessment”.

 So far, we have not experienced any major storms this year that have required a sustained disaster response.  I hope that remains true. However, responding to disasters and public health emergencies or threats is one of our core functions. Please take this opportunity to share and  prepare your public health nursing team in advance.

Thank you. pmr

**Phyllis Mangum Rocco, MPH, BSN, RN**

Branch Head

Division of Public Health, Local Technical Assistance and Training Branch &

Public Health Nursing and Professional Development Unit

N.C. Department of Health and Human Services

919-707-5131   office

919-870-4833    fax

[Phyllis.rocco@dhhs.nc.gov](mailto:Phyllis.rocco@dhhs.nc.gov)

5605 Six Forks Road

1916 Mail Service Center

Raleigh, NC, 27699-1916



*Email correspondence to and from this address is subject to the*

*North Carolina Public Records Law and may be disclosed to third parties.*

Email correspondence to and from this address is subject to the North Carolina Public Records Law and may be disclosed to third parties by an authorized State official. Unauthorized disclosure of juvenile, health, legally privileged, or otherwise confidential information, including confidential information relating to an ongoing State procurement effort, is prohibited by law. If you have received this email in error, please notify the sender immediately and delete all records of this email.